

**Approved Minutes of the  
BOUNTIFUL CITY ADMINISTRATIVE COMMITTEE  
Monday, December 16, 2024 – 5:00 p.m.**

Official notice of the Administrative Committee Meeting was given by posting an agenda at City Hall, and on the Bountiful City Website and the Utah Public Notice Website.

**Planning Conference Room**  
795 South Main Street, Bountiful, Utah 84010

Present:	Administrative Committee	Chair Francisco Astorga Andrew Hill Brad Clawson
	Assistant Planner Recording Secretary	DeAnne Morgan Sam Harris

**1. Welcome**

Chair Astorga called the meeting to order at 5:01 p.m. and welcomed everyone.

**2. Meeting Minutes from August 05, 2024**

Committee Member Hill motioned to approve the minutes from August 05, 2024, and Chair Astorga seconded the motion. Committee Member Clawson abstained from the motion.

**3. Home Occupation Conditional Use Permit for a Construction Business at 1653 North Pages Place Drive**

Assistant Planner Morgan presented the item as outlined in the packet.

Chair Astorga asked if the condition of approval that the applicant shall maintain an active business license, was included in the first Conditional Use Permit granted in 2017. Assistant Planner Morgan stated that it was included in the 2017 Conditional Use Permit. Chair Astorga questioned that since they didn't renew their business license they were out of compliance. Assistant Planner Morgan stated that this is why they had to reapply for a Conditional Use Permit.

Committee Member Hill asked if there have been any reports or complaints from neighbors. Assistant Planner Morgan stated that there have not been any complaints and there are no changes to the previously granted Conditional Use Permit.

Chair Astorga opened the Public Hearing at 5:06 p.m. No comments were made. Chair Astorga closed the Public Hearing at 5:06 p.m.

Chair Astorga asked about the noticing requirements for a Conditional Use Permit Public Hearing. Assistant Planner Morgan stated that a sign is to be posted on the site ten (10) days prior, and a Public Notice posted on the City Website and the Public Notice Website. Committee Member Hill asked for the location of the public notice sign. Assistant Planner Morgan indicated that it was placed adjacent to the street as she pointed to the location on the printed packet.

Committee Member Hill motioned to approve the Home Occupation Conditional Use Permit for a Construction Business at 1653 North Pages Place Drive. Committee member Clawson seconded the motion. The motion was approved with Committee Members Astorga, Hill, and Clawson voting “aye.”

#### **4. Meeting Schedule for 2025**

Committee Member Clawson motioned to approve the Public Notice for the Administrative Committee meeting schedule to remain as meetings taking place on Monday evenings as needed. Committee member Hill seconded the motion. The motion was approved with Committee Members Astorga, Hill, and Clawson voting “aye.”

Chair Astorga informed the Committee that the Administrative Committee may dissolve in 2025. Planning Director Astorga would then delegate those items to the Planning Commission or Staff.

#### **5. Adjourn**

Chair Astorga adjourned the meeting at 5:14 p.m.